

PUBLIC BUILDINGS SERVICE

June 30, 19

**REPORT OF ACTIVITIES UNDER DELEGATION OF
AUTHORITY TO APPOINT GUARDS AS SPECIAL POLICE**

DELEGATION OF AUTHORITY NUMBER

INSTRUCTIONS

1. This report is to be submitted in duplicate for each location under each Delegation of Authority within 30 days after the end of each fiscal year, to the Administrator of General Services, Attention Public Buildings Service.
2. The data reported shall include all activities at the location under this authority for the fiscal year.

LOCATION

REPORTING DEPARTMENT OR ESTABLISHMENT, BUREAU OR DIVISION

GUARDS APPOINTED AS SPECIAL POLICE AT THE LOCATION

IN ACTIVE STATUS AS OF JUNE 30..... (Total number) (Number armed)

TOTAL EMPLOYMENT DURING THE FISCAL YEAR..... (Man-years)

TYPE OF APPOINTMENTS

TYPE OF BADGES

TYPE OF UNIFORMS

JURISDICTION AND LOCAL PROCEDURE

WHO HAS JURISDICTION OVER THE PREMISES?

STATE CATEGORY OF JURISDICTION EXERCISED BY THE FEDERAL GOVERNMENT

HAVE ADEQUATE PROCEDURES BEEN WORKED OUT WITH LOCAL AUTHORITIES, DISTRICT ATTORNEYS, COMMISSIONERS, ETC. IN CONNECTION WITH MAKING ARRESTS, HANDLING PRISONERS, MENTALLY DISTURBED PERSONS, FIRES, ACCIDENTS, ETC? (Explain briefly and attach copy of existing procedure to the initial report.)

GUARD TRAINING AND DUTIES

WHAT INSTRUCTION IS GIVEN TO THE GUARDS?

GIVE BRIEF STATEMENT OF GUARDS' DUTIES

ARRESTS MADE DURING THE FISCAL YEAR

TYPES OF OFFENSES

NUMBER

DISPOSITION OF CASES

GIVE ESTIMATE OF THE NUMBER OF MONTHS THIS AUTHORITY TO APPOINT GUARDS AS SPECIAL POLICE WILL BE NEEDED DURING THE CURRENT FISCAL YEAR. (Months)

FOR AGENCY TO WHOM AUTHORITY IS DELEGATED

(Signature)

(Title)

(Date)